



Town of Wyoming  
Council Meeting Minutes  
June 7, 2021 6:30 P.M.

**REGULAR TOWN COUNCIL MEETING**

CALL TO ORDER – Mayor Bilbrough called the Meeting to order at 6:31 p.m.

PLEDGE OF ALLEGIANCE – Mayor Bilbrough

MOMENT OF SILENCE – Mayor Bilbrough

**ROLL CALL**

Council attending: Mayor- Steve Bilbrough; Vice-Mayor, Doug Denison; Treasurer, Kyle Dixon, Secretary, Tracy Johovic and Council Person, Jeffrey Gravatt

Council absent: None

Staff attending: Chief Martin Willey, Town Clerk, Roseann Lamar, Office Manager Michael Wooleyhand and Clerk of Council, Audrey Lindale.

Audience attending: Tom Lindale, Joyce Stockslager, Sheryl Ford, Donna Storan, Elaine Bilow, Jeff Connor, Rebecca Marasco, Ernie Piazza, Gerry Storan and Frank Dimondi.

**PUBLIC COMMENTS**

- None

**ADOPTION OF AGENDA**

*Mr. Denison moved with a second by Mr. Dixon to approve to agenda as presented. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.*

**ANNOUNCEMENTS – GOOD NEWS**

- Mayor Bilbrough stated that the Fishing Derby turned out great. Event saw a large turnout.

- Mayor Bilbrough stated that the 1<sup>st</sup> Budget meeting in May was productive. Advised that there would be no tax increase and final budget meeting and Assessment and Appeals will be Monday June 14<sup>th</sup> at 6:30.

#### ADOPTION OF PREVIOUS MEETING MINUTES

- May 3, 2021 Reorganization Meeting
- May 3, 2021 Council Meeting
- May 17, 2021 Budget Workshop

*Mr. Denison moved with a second by Ms. Johovic to adopt the meeting minutes as presented. Mayor Bilbrough Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

#### TREASURER'S REPORT

- Mr. Dixon presented balances, profit and loss reports and check register to council for review.
- Mr. Dixon commended Mr. Wooleyhand on adding items that council asked for into the budget and still had a balanced budget.

*Mr. Denison moved with a second by Ms. Johovic to adopt the reports as presented. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt Aye. None Opposed. Motion carried.*

#### POLICE REPORT

- Chief Willey presented May's police report to council.
- March saw 186 traffic tickets, 51 warnings, 5 arrests, 3 accident, 0 DUI's and 200 total complaints that were handled by the WPD.
- Chief Willey advised that officers spent 13.75 hours on S. Layton after complaints of speeding. Officers issued 2 speeding and 13 other miscellaneous tickets.
- Chief Willey advised that we had 40 registered for the fishing derby and 39 participated.
- Chief Willey stated that we had received many donations in the form of merchandise or monetary.
- Event was successful and everyone had a good time. Pictures will be posted to social media.
- Chief Willey presented a police gnome that will be used for engaging residents over the summer. The gnome will be hidden throughout town for someone to find. Once found, it can be returned to Wyoming Police Department/Town Hall for a "reward".
- Mrs. Ford asked if it had a name. Chief asked attendees if they wanted to name it.
- Attendees suggested a naming contest.
- National Night Out will be happening the 1<sup>st</sup> Tuesday in August.

#### FIRE COMPANY REPORT

- Mr. Piazza presented report to council.
- Report showed 84 alarms for the month of April.
  - 366 EMS calls.
  - 1167 manpower hours.
  - In service for 35.7 hours.

- Average alarm time 43 minutes.
- Average for first truck to be enroute- 4.4 minutes.

#### C/W SEWER & WATER REPORT

- No report available.
- Mr. Wooleyhand advised that we received an email stating that there has been decreased water pressure. Please report any concerns to CWSWA.
- Mayor Bilbrough suggested we put notice out on social media.

#### PLANNING & ZONING

- Mrs. Lamar advised that committee is working on the 3<sup>rd</sup> part of the Comprehensive Plan. Should be ready for PLUS in July/August.
- Mrs. Lamar advised that annexation meeting was held and will follow up with those that attended.

#### BUILDING PERMITS

- Mrs. Lamar advised that 28 building permits were submitted for May.
- Council was advised that 19 of the permits were for new construction in the Greens of Wyoming.
- Mrs. Lamar advised that all permits for Greens of Wyoming have been pulled.

#### CODE ENFORCEMENT

- Council was advised that 9 grass tickets were issued in May, and all have been resolved.
- Chetty Builders was sent an invoice for grass mowing and has asked council to lower the amount.
- Mayor Bilbrough explained timeline of events that transpired since May 24<sup>th</sup> regarding Chetty Builders.
- Council denied request to lower bill.

#### PARK/STREET

- Mr. Gravatt advised that he had talked to the head of transportation regarding the school buses. Drivers would be reminded of obeying laws such as speed limits.
- Residents are encouraged to report bus numbers.
- Speed limit sign on Wyoming Mill Rd by church has been repaired.
- Mr. Gravatt that the end school zone sign is still not visible due to tree overgrowth on Front St. by the district office.
- Staff will contact DelDOT.
- Mr. Gravatt has spoken with Mr. Reed regarding the issues at the park which include vehicles in the park and liquor bottles found throughout the park.
- Mr. Reed is working to resolve the area through which cars are entering.

#### PEACH FESTIVAL

- Ms. Johovic advised the committee is working on the maps.
- Decisions on vendors will be made at June meeting.
- Covid plan has been submitted by Mr. Marasco.

#### NEW BUSINESS

- **Buffalo Stampede**

- Council was advised that Mrs. Brown will need council's approval through a resolution to allow the Buffalo Stampede to hold final race ceremony and enjoy an alcoholic beverage outside at train platform.
- The event will take place on July 10, 2021.
- Mrs. Lindale read the resolution.

*Mr. Denison moved with a second by Ms. Johovic to approve the resolution for the Buffalo Stampede. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.*

- **National Police Week**

- Mrs. Lindale read the proclamation for National Police Week.

*Mr. Denison moved with a second by Ms. Johovic to approve the proclamation to recognize National Police Week. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.*

- **Municipal Clerks Week**

- Mr. Denison waived reading of the proclamation.

*Mr. Denison moved with a second by Ms. Johovic to approve the proclamation to recognize Municipal Clerks Week. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.*

- **E&D Holdings, LLC**

- Mayor Bilbrough explained that E&D Holdings, LLC was requesting utility easement through Apple Tree Lane for the Wyoming Business Park.
- An agreement was presented to council that was drafted by our lawyer.

*Mr. Denison moved with a second by Mr. Gravatt to approve the utility easement for E&D Holdings, LLC. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.*

- **Mike Marasco**

- Mr. Marasco submitted a letter to council regarding the property located Railroad Ave (7-20-094.06-03-32.01) that was recently purchased by Mr. Marasco.
- Mr. Marasco states that this property had been zone commercial previously and now shows as residential on Wyoming's zoning maps.
- Mr. Marasco would like to start the process to get this property zoned back to commercial so that he can relocate his drive thru ice cream structure.
- Mr. Denison stated that our zoning maps are legally binding, and Mr. Marasco would need to go through the rezoning process.
- Mayor Bilbrough advised that staff was unable to find meeting minutes where the zoning was changed on this property.
- Mayor Bilbrough advised that the current comprehensive plan would need to be amended along with the maps.
- Mayor Bilbrough advised staff to put this item on the agenda for Planning and Zoning.

- **Ordinance #31-16- Renting of Real Property**

- Mayor Bilbrough explained that First State Inspections charges \$85 for rental inspections but the town is only charging the landlord \$50. Therefore, the town is losing money when rental inspections are done.
- Mayor Bilbrough advised to have lawyer redraft ordinance with language that does not specify an amount but rather a pass-through charge.
- Discussion ensued regarding enforcement of rental inspections.

- **Police Speed Trailer**

- Council was presented with proposal from Applied Concepts for a Stalker SAM Trailer.
- Mr. Denison reached out to area representatives to cover the cost of the speed trailer. Both agreed to cover the purchase.
- Chief Willey explained that the trailer will have the following features:
  - Solar powered.
  - Will collect data such as dates, times and speed.
  - Red/Blue lights will activate when speeding.
  - Removable tongue to prevent theft.
- Mayor Bilbrough stated he would still like to see a boot on the trailer.
- Chief Willey explained that trailer can be moved around town to collect data so that officers can be where needed.

*Mr. Dixon moved with a second by Mr. Dixon to accept proposal and purchase the Stalker Speed Trailer from Applied Concepts. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Ms. Johovic and Mr. Gravatt, Aye. None Opposed. Motion carried.*

- **Wingate Community**

- Mrs. Lindale explained that Wingate open space has trees that need to come down and grass is not being maintained in all areas.
- Council was advised that letters were sent regarding grass and trees stating that if not taken care of that town would and each resident would billed their portion.
- Discussion regarding the lack of HOA ensued.
- Mr. Denison recommended having lawyer draft a letter to residents regarding their legal responsibility to have an HOA.
- Mayor Bilbrough advised that administrative fees would be added to bills.
- Town staff will reach out to tree companies for estimates.
- Council will discuss at next meeting.

## UNFINISHED BUSINESS

- **Ordinance #58-21 Public Nuisance**

- Council was presented a revised ordinance that would incorporate the tree ordinance as well.
- Mrs. Lindale read synopsis.
- Next reading and adoption at July 2021 meeting.

## CALENDAR OF EVENTS

- Budget Workshop/Assessments and Appeals, 6/14/2021, @ 6:30 p.m.- Town Hall
- Peach Festival Committee, 6/16/2021 @ 7pm- Town Hall
- Planning & Zoning Meeting, 6/23/2021, @ 6:30 p.m.- Town Hall

- Town Council Meeting, 7/12/2021, 6:30 p.m.- Town Hall
- CWSWA Quarterly Meeting 7/13/2021, 7p.m.- CWSWA Building

#### PUBLIC COMMENTS

- Mrs. Stockslager asked if anything had been done with building on N. Layton Ave?
  - Mayor Bilbrough explained that the inspectors would be checking when inspection was done.
  - Mayor Bilbrough advised that the Land Use and Development Code was in the process of being amended.
  - Mr. Denison explained that Delmarva Pole had been reminded that the building was an accessory building in a residential area and would need to be used as such.
- Mrs. Stockslager expressed concern of the building being right on the property line.
  - It was explained that they did apply for a variance through the Board of Adjustments and was approved.
- Mrs. Ford asked for a list of nuisances that was included in the Public Nuisance.
  - Mayor Bilbrough explained that it was broad so that it could encompass what council deemed a nuisance.

#### COUNCIL COMMENTS

- None

#### EXECUTIVE SESSION

*Ms. Johovic moved and was seconded by Mr. Dixon to adjourn to executive session at 7:45pm. Mayor Bilbrough, Mr. Denison, Mr. Dixon, Mrs. Johovic and Mr. Gravatt, Aye. None opposed. Motion carried.*

*Ms. Johovic moved and was seconded by Mr. Dixon to adjourn meeting at 8:31pm. Mayor Bilbrough, Mr. Dixon, Mrs. Johovic and Mr. Gravatt, Aye. None opposed. Motion carried.*

The meeting adjourned.

Audrey Lindale  
Clerk of Council